January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Holiday – New Years Day	2	3	4	5	6
7	8	9	10	11	12	13
14	15 Holiday – Martin Luther King	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31 6th Annual Concrete Pavement Workshop			

2007

February

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Tour d' ePM II	**2**	**3**
4	**5**	**6**	**7**	**8** Partnering Training Phase I	**9**	**10**
11	**12**	**13**	**14**	**15**	**16**	**17**
18	**19** Holiday – President's Day	**20** LTAP Inspector Training	**21** Region 1 Tech Workshop LTAP Inspector Training	**22** Region 1 Tech Workshop Training LTAP Inspector	**23** LTAP Inspector Training	**24**
25	**26**	**27** Consultant QAP Training	**28** Civil Right Conference			

2007

March

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Primavera Contractor Training	**2**	**3**
4	**5**	**6** Crash Cushion & Guardrail Training Region 2 Hurley	**7** Crash Cushion & Guardrail Training Region 2 Hurley 9-12 PowerPoint Beginning	**8** Crash Cushion & Guardrail Training Region 2 Hurley 9-12 Excel Beginning 1-4 Excel Intermediate Dist. Eng. Meeting	**9**	**10**
11	**12**	**13** Partnering Training Phase I Region 2 Tech Workshop	**14** Partnering Training Phase II 9-12 PowerPoint Beg 1-4 Directory Structures	**15** Partnering Training Phase II 9-12 Excel Beginning Primavera Contractor Training	**16**	**17**
18	**19**	**20** ePM and Consulting Services	**21** Claims Avoidance & Mitigation Construction career days (Washington County) 9-12 Excel Intermediate 1-4 GroupWise Beginning	**22** Construction career days (Washington County) 1-4 PowerPoint Beginning	**23**	**24**
25	**26** Trans Tech Academy Spring 2007	**27** APWA Construction Inspector Training Trans Tech Academy	**28** APWA Construction Inspector Training Trans Tech Academy	**29** APWA Construction Inspector Training Trans Tech Academy	**30** Tour d' ePM II Trans Tech Academy Spring 2007	**31**

2007

April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Trans Tech Academy Spring 2007	3 Trans Tech Academy Spring 2007	4 Trans Tech Academy Spring 2007 9-12 PowerPoint Beginning 1-4 Word Beginning	5 Trans Tech Academy Spring 2007 9-12 Word Intermediate	6 Trans Tech Academy Spring 2007	7
8	9	10	11 9-12 GroupWise Beginning 1-4 GroupWise Intermediate	12 Dist. Eng. Meeting 9-12 Internet Beginning	13	14
15	16	17 ePM and Consulting Services Construction career days (Thanksgiving Point)	18 Construction career days (Thanksgiving Point) 9-12 Excel Beginning 1-4 Excel Intermediate	19 Construction career days (Thanksgiving Point) 9-12 GroupWise Advanced	20	21
22	23	24	25 9-12 Word Advanced 1-4 PowerPoint Beginning	26 Electronic Bidding Training Right of Way 9-12 Excel Advanced	27	28
29	30					

2007

May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10 Dist. Eng. Meeting	11	12
13	14	15 ePM and Consulting Services	16	17 CET Meeting	18	19
20	21	22	23	24	25	26
27	28 Holiday – Memorial Day	29	30	31		

2007

June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14 Dist. Eng. Meeting	15	16
17	18	19 ePM and Consulting Services	20	21	22	23
24	25	26	27	28	29	30

2007

July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4 Holiday – Independence Day	5	6	7
8	9	10	11	12 Dist. Eng. Meeting	13	14
15	16	17 ePM and Consulting Services	18	19 Electronic Bidding Training Right of Way	20	21
22	23	24	25	26	27	28
29	30	31				

2007

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9 Dist. Eng. Meeting CET Meeting	10	11
12	13	14	15	16	17	18
19	20	21 ePM and Consulting Services	22	23	24	25
26	27	28	29	30	31	

2007

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	**3** Holiday – Labor Day	**4**	**5**	**6**	**7**	**8**
9	**10**	**11**	**12**	**13** Dist. Eng. Meeting	**14**	**15**
16	**17**	**18** ePM and Consulting Services Partnering Training Phase 1	**19** Partnering Training Phase 2	**20**	**21**	**22**
23	**24**	**25**	**26**	**27**	**28**	**29**
30						

2007

October

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11 Dist. Eng. Meeting	12	13
14	15	16	17	18 Right of Way	19	20
21	22	23 ePM and Consulting Services Partnering Training Phase 2	24	25 Electronic Bidding Training	26	27
28	29	30	31			

2007

November

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	**2**	**3**
4	**5**	**6**	**7** Partnering Training Phase 2	**8** Dist. Eng. Meeting	**9**	**10**
11	**12** Holiday – Veteran's Day	**13** 2007 Engineering Conference CET Meeting	**14** 2007 Engineering Conference	**15** 2007 Engineering Conference	**16**	**17**
18	**19**	**20** ePM and Consulting Services	**21**	**22**	**23**	**24**
25	**26**	**27**	**28**	**29**	**30**	

2007

December

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 Partnering Training Phase 2	5	6	7	8
9	10	11	12	13 Dist. Eng. Meeting	14	15
16	17	18 ePM and Consulting Services	19	20	21	22
23	24	25 Holiday - Christmas	26	27	28	29
30	31					

2007

January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2008

Training Calendar

Class	When	Where	Time	Given By	Description	RSVP	Internal/External
Electronic Bidding	4/26/07 7/19/07 10/25/07	Complex basement training (all classes)	1-4 pm (all classes)	Jesse Sweeten & Margaret Gish	The class begins with a brief overview of the EBS program, how it connects their office computer to UserTrust Vault and then to UDOT. We instruct the contractor on the loading, use and maintenance of their EBS module.	yes	both
Partnering Training * web address @ bottom of page	3/13/07 3/14/07 3/15/07	Region 2 Hurley Conference Room Region 2 Hurley Conference Room Region 1 Ogden Eccles Center Conference Center(Room 101)	7am-12:00 7am-2:30 7am-2:30	Mike Garcia	What is Partnering? Partnering is a way of conducting business in which two or more organizations make long-term commitments to achieve mutual goals. This requires team-based relationships utilizing open communication among the participants based on trust, understanding, and teamwork. Partnering is a relationship in which: Trust and open communications are encouraged and expected from all participants. All parties address and resolve issues and problems promptly and at the lowest possible level. They strive to develop solutions that are agreeable and meet the needs of everyone involved (win-win approach). All parties have identified common goals for the partnership and at the same time are aware of and respect each other's goals and values. Partners seek input from each	Register at the link on the bottom of the page	both

					other in an effort to find better solutions to the problems and issues at hand. This creates synergy in the relationship that fosters cooperation and improves the productivity of the partnership.		
ePM and Consulting Services	3/20/07 4/17/07 5/15/07 6/19/07 7/17/07 8/21/07 9/18/07 10/23/07 11/20/07 12/18/07	Project Development Conference Room (all classes)	1-3 PM (all classes) 3-4 PM (Consulting Services)	Rebecka Stomness Griff Campbell Gaye Hettrick	ePM (Electronic Program Management) staff provides monthly training on new Project Setup, Project Updates, and the Payroll System on the ePM system.	Invitational	UDOT and Invitation to Consultants
Right of Way	4/26/07 7/19/07 10/18/07	Conf. Room A Salt Air PDB Conf. Room Small Conf. Room	10-12 (all classes)	James Baird	Easement Wording (South Valley Sewer District Easement). Marketable Title Act (Sample of Training). Right of Way Package submittals. Other items to be determined.		1st hour with External
Tour d' ePM II	February 1- March 30	One-on-one	One-on-one	Fred	One on One advice and assistance for new and experienced ePM users.	No	Both
Intro to newly developed networks	TBA	TBA	TBA	Fred, Angelo, Becky, and Tony			
New user training	On-going	One on one	At one's discretion	Griff Campbell	Learn ePM	No	Internal
PM guide Introduction	TBA	TBA	TBA	Fred and Angelo			
Computer Training Schedule	3/7/07 3/8/07 3/14/07 3/15/07 3/21/07 3/22/07	Complex Basement Training Room		Contact Angie Haifley at (801) 495-6637 to schedule courses			UDOT Personnel only

Computer Training Schedule	4/4/07 4/5/07 4/11/07 4/12/07 4/18/07 4/19/07 4/25/07 4/26/07	Complex Basement Training Room		Contact Angie Haifley at (801) 495-6637 to schedule courses			UDOT Personnel Only

* http://www.udot.utah.gov/index.php/m=c/tid=1337/item=25583/d=full/type=1